

•DATE: 11/15/05

**2006 REQUEST FOR PROPOSALS  
TRIBAL CLEAN AIR ACT GRANT PROGRAM**

**U.S. Environmental Protection Agency, Region 9**

**OVERVIEW:**

The U.S. Environmental Protection Agency (EPA), Region 9, is currently soliciting air grant and/or cooperative agreement proposals to be funded under Section 103 of the Clean Air Act (CAA), U.S.C. §7403. The purpose of this grant program is to provide funding for tribal air pollution control programs and projects which support tribal air quality assessment and the development of tribal air program capacity. All grant and/or cooperative agreement activities must be related to air pollution and/or air pollution control. Funds will be awarded to eligible applicants carrying out projects that serve the lands in Indian Country belonging to over 140 Federally recognized tribes which fall under EPA Region 9's geographic area. In addition, the goal of these grants/cooperative agreements is to assist tribes in developing the capacity to manage their own air quality programs in accordance with their individual needs. Grantees will use quarterly reports to document quantifiable environmental results.

This is an initial solicitation.

**Funding Opportunity Number: EPA-R9-AIR-06-002**

**Catalog of Federal Domestic Assistance Number: 66.034 Clean Air Act Section 103 Surveys, Studies, Investigations, Demonstrations And Special Purpose Activities Relating To The Clean Air Act.**

**IMPORTANT DATES:**

- Proposal must be postmarked by or otherwise received through grants.gov.....01/13/06 (see Section IV)
- Funding decisions/applications..... 03/01/06
- Full application/work plan (SF-424) postmarked..... 04/15/06
- Awards will be made by..... 09/30/06

**The above dates (other than the January 13, 2006 proposal submission date) may be subject to change.**

**CONTENTS OF FULL TEXT ANNOUNCEMENT:**

- I. Funding opportunity description
- II. Award information
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**Tribal Clean Air Act Grant Program: 2006 Request for Proposals  
FULL TEXT ANNOUNCEMENT**

**I. FUNDING OPPORTUNITY DESCRIPTION**

The purpose of this grant program is to provide funding for tribal air pollution control programs and projects which support short-term projects aimed at conducting and promoting the coordination and acceleration of research, investigations, experiments, demonstrations, surveys, and studies relating to the causes, effects (including health and welfare effects), extent, prevention, and control of air pollution. In the past, these activities have included air quality characterization studies, identification and investigation of air pollution sources, air quality monitoring baseline studies, training, and community education and outreach projects. Funds will be awarded to eligible applicants carrying out projects that serve the lands in Indian Country belonging to over 140 Federally recognized tribes which fall within EPA Region 9's geographic area. In addition, the goal of these grants/cooperative agreements is to assist tribes in developing the capacity to manage their own air quality programs in accordance with their individual needs. Grantees will use quarterly reports to document quantifiable environmental results.

The proposed activities must relate to and fit within the scope of the U.S. EPA's Strategic Plan's goals and objectives. The proposed activities shall be related to ambient-air (outdoor) projects, and programmatic activities are related to Goal 1 - Clean Air and Global Climate Change; Objective 1.1 - Healthier Outdoor Air, Sub-Objective 1.1.1 - More People Breathing Clean Air, and Sub-Objective 1.1.2 - Reduced from Toxic Air Pollutants. Proposed activities related to indoor air projects and programmatic activities shall be related to Goal 1 - Clean Air Global Climate Change; Objective 1.2 - Healthier Indoor Air. Proposed activities relating to enforcement concerns in Indian Country are addressed in Goal 5 - Compliance and Environmental Stewardship; Objective 5.3 - Build Tribal Capacity.

**Environmental Results**

In keeping with the mission of protecting human health and the environment, U.S. EPA awards numerous assistance agreements in support of these goals. Applicants must discuss anticipated environmental outcomes and outputs in proposed work plan objectives and performance measures.

Expected environmental outcomes mean the result, effect, or consequence that will occur from carrying out an environmental program or activity that is related to an environmental or programmatic goal or objective. Outcomes may be environmental, behavioral, health-related or programmatic in nature, must be quantitative, and may not necessarily be achievable within an assistance agreement funding period. Examples of outcomes from the agreements to be awarded under this announcement may include but are not limited to: significant number of community members with increased awareness of Indoor Air Quality issues, and/or increased number of Tribal residents breathing cleaner air.

Expected environmental outputs (or deliverables) refer to an environmental activity, effort, and/or associated work products related to an environmental goal or objectives, that will be produced or provided over a period of time or by a specified date. Outputs may be quantitative or qualitative but must be measurable during an assistance agreement funding period. Examples of environmental outputs under the agreements to be awarded under this announcement may include but are not limited to: an air quality management plan, an emissions inventory, air monitoring data, progress reports submitted on a quarterly basis, or a particular amount of residences/community buildings to receive indoor air quality inspections.

## **II. AWARD INFORMATION**

EPA Region 9 anticipates awarding approximately \$2,500,000 to eligible applicants. EPA Region 9 anticipates awarding approximately 30 grants and/or cooperative agreements ranging in size from \$50,000 to \$120,000. However, requests of more than \$120,000 may be considered, depending on demonstrated need, funding availability, and the strength of the application. If cooperative agreements are awarded, EPA will have substantial involvement with the project work plans and budget. EPA sees its role as providing training, tools, technical assistance and other support. Although EPA will negotiate precise terms and conditions relating to substantial involvement as part of the award process, the anticipated substantial Federal involvement for projects selected may include; close monitoring of the recipient's performance; collaboration during the performance of the scope of work; in accordance with 40 CFR 31.36(g), review of proposed procurements; approving qualifications of key personnel (EPA does not have authority to select employees or contractors employed by the recipient); review and comment on content of publications (printed or electronic) prepared under the cooperative agreement (the final decision on the content of reports rests with the recipient).

All proposals should be submitted for work to be performed during the period of October 1, 2006, to September 30, 2007.

It is unlikely that our available funding will allow us to fund all proposals, or to fully fund all selected proposals. Consequently, selected applicants may be offered funds in an amount less than their proposal requests. Funding for these projects is not guaranteed and is subject to the availability of funds. EPA reserves the right to reject all proposals or applications and make no awards under this announcement. EPA reserves the right to partially fund proposals by funding discrete activities, projects, or phases of proposed proposals. If EPA decides to partially fund a proposal/application, it will do so in a manner that does not prejudice any applicants or affect the basis upon which the proposal/application, or portion thereof, was evaluated and selected for award, and that maintains the integrity of the competition and selection process.

### **III. ELIGIBILITY INFORMATION**

Federally recognized Indian tribes and intertribal consortia in the Region 9 states of Arizona, California and Nevada carrying out projects that serve the lands in Indian Country belonging to over 140 Federally recognized tribes which fall within EPA Region 9's geographic area may apply for awards under this announcement. An intertribal consortium is defined as a partnership between two or more tribes authorized by the governing bodies of those tribes to apply for and receive assistance under this program. An intertribal consortium is eligible to receive an air grant if the consortium demonstrates that:

- a majority of its members meet the eligibility requirements for AIR grants.
- all members that meet the eligibility requirements authorize the consortium to apply for and receive the grant, and acknowledge that funds awarded to the consortium might otherwise have been awarded to member tribes; and
- only members that meet the eligibility requirements will benefit directly from the grant project (and the consortium agrees to a grant condition to that effect).

Matching funds are not required under this solicitation.

### **IV. APPLICATION AND SUBMISSION INFORMATION**

A. Proposals must be no longer than eight pages (including all of the information in items 1-11 below), and be postmarked or otherwise received through grants.gov (see below) by January 13, 2006. If proposals exceed eight pages, only the first eight pages of the proposal will be considered in the review process. As set forth below, proposals must address each of the Evaluation Criteria in Section V and follow the format and content outlined below. It is recommended that confidential information not be included in the proposals.

#### **B. FORMAT/CONTENT OF PROPOSALS:**

The following format and content should be used for all proposals:

1. Name of Tribe.
2. Tribal Program Contact: name, address, phone number, fax number, email address.
3. Air Quality Issues and Environmental Risk: Describe the air pollution concerns for the tribe.
4. Statement of whether the Proposal is a continuation of a previously funded project (if so, please provide the number and status of the current grant or cooperative).
5. Proposed amount of federal funding.
6. Description of general budget proposed to support project. Budget Breakdown: Submit a one page summary which addresses each of the following: Personnel, Fringe Benefits, Travel Expenses, Supplies, Contractual, Other, Direct Charges, Indirect Charge (Indirect Rate), Total Funding Amount Requested.
7. Project description:
  - identify air monitoring equipment located on the reservation which were funded under the Clean Air Act Section 103 air program within the last five years.

**Required: Tribes with EPA-funded air monitoring stations must submit a one page summary of air quality monitoring data from a recent time period, preferably the previous 12 months.**

- identify major stationary air pollution sources located within tribal jurisdiction, including Title V sources.
- describe other non-major air pollution sources of concern located within tribal jurisdiction.
- indicate whether or not the reservation is located in an area that has been designated by EPA as “Non-attainment” for one of the pollutants for which there are National Ambient Air Quality Standards (NAAQS).
- describe air pollution problems caused by transport from off-reservation, including nearby stationary sources and urban areas.
- describe any other air pollution concerns of the tribe.

8. Describe the Air Quality Activities of the current tribal Air Quality Program:

The proposal should address the following:

- ambient air monitoring: describe the type of existing air monitoring equipment used by the tribe to monitor and collect data; the status of Quality Assurance Project Plans (QAPPs); and the submittal of air quality monitoring data into EPA’s national database (AQS).
- regulatory program development: describe any air quality legislation enacted by the tribal government; and air quality regulations promulgated by the tribal government; air permitting/compliance activities.
- outreach and education initiatives: describe activities which involve the dissemination of information regarding air pollution to the community and/or tribal leadership.
- participation in regional and national initiatives: describe efforts the tribe has made to participate in both national and regional air quality initiatives on an ongoing basis.
- other tribal air program activities: describe any other tribal program activities not previously addressed.

9. Expected accomplishments or products, with dates, and interim milestones. This section should also include a discussion of a communication plan for distributing the project results to interested parties.

10. Expected outputs/outcomes to be achieved under the agreement (including any direct public health and environmental benefits and/or changes in compliance and understanding of environmental requirements) including a plan for tracking and measuring your progress towards achieving the expected outcomes and outputs identified in Section I of this announcement.

11. Work plan Summary: Submit a summary which includes work plan tasks, outcomes/deliverables, time line for completion of work plan tasks and estimated staff time for completing each work plan task (as part of your eight page proposal).

### **C. SUBMISSION METHOD:**

Proposals may be submitted by mail/commercial delivery service or thru use of Grants.gov as explained below:

#### **OPTION #1-MAIL/COMMERCIAL DELIVERY SERVICE – PLEASE SEND THREE COPIES OF THE PROPOSAL POSTMARKED BY JANUARY 13, 2006 TO:**

Tribal Grants Coordinator  
Air Division (AIR-8)  
U.S. EPA Region 9  
75 Hawthorne Street  
San Francisco, California 94105

#### **PROPOSALS POSTMARKED AFTER JANUARY 13, 2006 WILL NOT BE REVIEWED.**

#### **OPTION #2-GRANTS.GOV – Applicants may choose the following option to submit proposals.**

##### **Electronic proposal submission**

EPA is participating in the Grants.gov Initiative that provides the Grant Community a single site to find and apply for grant funding opportunities. Through this program applicants may choose to submit their proposals electronically through **<http://www.grants.gov>**.

On the site, you will find step-by-step instructions which enable you to apply for EPA funds. There are six “Get Started” steps to complete at Grants.gov. The information applicants need to understand and execute the steps can be found at <http://www.grants.gov/GetStarted>. Applicants should read the Get Started steps carefully BEFORE selecting this option. The site also contains registration checklists to help you with the process. EPA recommends that you download the checklists and prepare the information requested before beginning the registration process. Reviewing and assembling required information before beginning the registration process will make the process more efficient.

All applicants applying for funding, including renewal funding, must have a Dun and Bradstreet Universal Data Numbering System (DUNS) number. The DUNS number must be included in the data entry field labeled “Organizational Duns” on the form SF-424. Instructions for obtaining a DUNS number can be found at the following website: <http://www.grants.gov/GetStarted>.

In order to view the proposal package, you will need to download the PureEdge viewer (hyperlink available under “Get Started” then “Get Started Step 2”). You may then access the application package at [https://apply.grants.gov/forms\\_apps\\_idx.html](https://apply.grants.gov/forms_apps_idx.html) using the funding opportunity number EPA-R9-AIR-06-002, or CFDA number 66.034. It is recommended that you “Register to Receive Notification” of announcement updates.

The actual submission of your proposal must be made by an official representative of your institution who is registered with <http://www.grants.gov/> (most investigators will not be eligible to submit the application). Please see <http://www.grants.gov/>, “Get Started” for further information. The registration process may take a week or longer to complete. Please check with your Sponsored Programs, or equivalent, office to locate your official representative and see if your institution is registered. If your institution is not currently registered, encourage your official representative to begin the process immediately.

If you use this method to submit your proposal, please submit the proposal materials below to <http://www.grants.gov/> no later than **January 13, 2006**. Proposals submitted after the deadline will not be considered.

Proposal Materials to be submitted if using Grants.gov are the following:

I. Application for Federal Assistance (SF-424)

1. Complete the form.

II. Proposal

1. Prepare the proposal according to the proposal format and content requirements in Section IV A and B of the announcement.

**Proposal Preparation and Submission Instructions:**

Documents I through II listed under Proposal Materials above should appear in the “Mandatory Documents” box on the Grants.gov Grant Application Package page.

For documents I, click on the appropriate form and then click “Open Form” below the box. The fields that must be completed will be highlighted in yellow. Optional fields and completed fields will be displayed in white. If you enter an invalid response or incomplete information in a field, you will receive an error message. When you have finished filling out each form, click “Save.” When you return to the electronic Grant Application Package page, click on the form you just completed, and then click on the box that says, “Move Form to Submission List.” This action will move the document over to the box that says, “Mandatory Completed Documents for Submission.”

For II, you will need to attach electronic files. Prepare your proposal as described in Section IV, A and B of the announcement and save the document to your computer as an MS Word, PDF or WordPerfect file. When you are ready to attach your proposal to the application package, click on “Project Narrative Attachment Form,” and open the form. Click “Add Mandatory Project

Narrative File, “ and then attach your proposal (previously saved to your computer) using the browse window that appears. You may then click “View Mandatory Project Narrative File” to view it. Enter a brief descriptive title of your project in the space beside “Mandatory Project Narrative File Filename,” the filename should be no more than 40 characters long. If there other attachments that you would like to submit to accompany your proposal, you may click “add Optional Project Narrative File” and proceed as before. When you have finished attaching the necessary documents, click”Close Form.” When you return to the “Grant Application Package” page, select the “Project Narrative Attachment Form” and click “Move Form to Submission List.” The form should now appear in the box that says, “Mandatory Completed Documents for Submission.”

Once you have finished filling out all of the forms/attachments and they appear in one of the “Completed Documents for Submission” boxes, click the “Save” button that appears at the top of the Web page. It is suggested that you save the document a second time, using a different name, since this will make it easier to submit an amended package later if necessary. Please use the following format when saving your file: “Applicant Name – FY-06 – Assoc Prog Supp – 1<sup>st</sup> Submission” or “Applicant Name – FY06 Assoc Prog Supp – back-up Submission.” If it becomes necessary to submit an amended package at a later date, then the name of the 2<sup>nd</sup> submission should be changed to “Applicant Name – FY06 Assoc Prog Supp – 2<sup>nd</sup> Submission.”

Once your application package has been completed and saved, sent it to your AOR for submission to U.S. EPA through Grants.gov. Please advise your AOR to close all other software programs before attempting to submit the application package through Grants.gov.

In the “Application Filing Name” box, your AOR should enter your organization’s name (abbreviated where possible), the fiscal year (e.g., FY06), and the grant category (e.g., Assoc Prog Supp). The filing name should not exceed 40 characters. From the “Grant Application Package” page, your AOR may submit the application package by clicking the “Submit” button that appears at the top of the page. The AOR will then be asked to verify the agency and funding opportunity number for which the application package is being submitted. If problems are encountered during the submission process, the AOR should reboot his/her computer before trying to submit the application package again. [It may be necessary to turn off the computer (not just restart it) before attempting to submit the package again.] If the AOR continues to experience submission problems, he/she may contact Grants.gov for assistance by phone at 1-800-518-4726 or email at [support@grants.gov](mailto:support@grants.gov) or contact Roy Ford at 415-972-3997.

EPA Region 9 will respond to questions from individual applicants regarding threshold eligibility criteria, administrative issues related to the submission of the proposal, and requests for clarification about the announcement. However, in accordance with EPA’s Competition Policy 5 (EPA Order 5700.5A1), EPA staff will not meet with individual applicants to discuss draft proposals, provide informal comments on draft proposals, or provide advice to applicants on how to respond to ranking criteria. Applicants are responsible for the contents of their applications.



### **Confidential Business Information**

In accordance with 40 CFR 2.203, applicants may claim all of or a portion of their application/proposal as confidential business information. EPA will evaluate confidentiality claims in accordance with 40 CFR part 2, Subpart B. Applicants must clearly mark applications/proposals or portions of applications/proposals they claim as confidential. If no claim of confidentiality is made, EPA is not required to make the inquiry to the applicant otherwise required by 40 CFR 2.204(c)(2) prior to disclosure.

All applicants applying for funding, including renewal funding, must have a Dun and Bradstreet Universal Data Numbering System (DUNS) number. Applicants that do not already have a DUNS number may find instructions for obtaining one at the following website:

<http://www.grants.gov/GetStarted>

**Intergovernmental Review:** The applicant should consult the Regional Tribal Program Coordinator designated as the single point of contact for more information. This program is excluded from coverage under E.O. 12372.

## **V. APPLICATION REVIEW INFORMATION**

### **Evaluation Criteria**

Each eligible proposal will be evaluated according to the criteria set forth below. **In your proposal, please make sure you address each criteria.** The evaluation criteria and corresponding point values are listed below. The maximum score is 105 points.

#### **Criteria 1 - Air Quality issues and Environmental Risk** (maximum 75 points)

Your proposal will be evaluated based upon how well it describes and addresses the following air pollution concerns of the tribe:

1A: Whether or not the reservation is located in an area that has been designated by EPA as “non-attainment” for one of the pollutants for which there are National Ambient Air Quality Standards. **(15 points)**

1B: Clean Air Act Title V air pollution sources located within tribal jurisdiction. **(10 points)**

1C: Other non-major air pollution sources of concern located within tribal jurisdiction. **(20 points)**

1D: Other air pollution problems, for example: transport of air pollution from off the reservation (including nearby stationary sources and urban areas), or any other air pollution problem that is a concern for the tribe. **(30 points)**

#### **Criteria 2 - Current Air Quality Program Activities** (maximum 30 points)

Your proposal will be evaluated based upon the current air quality-related activities conducted by your program:

2A: Ambient Air Monitoring **(5 points)**

- the type of existing air monitoring equipment used by the tribe to monitor and collect data.
- the status of Quality Assurance Project Plans (QAPPS).
- submittal of air quality monitoring data into EPA's national database (AQS).

**B. Regulatory Program Development**

**(5 points)**

- air quality legislation enacted by the tribal government.
- air quality regulations promulgated by the tribal government.
- air permitting/compliance activities.

**C: Air Quality Outreach, Participation and Collaboration**

**(10 points)**

- activities which involve the dissemination of information regarding air pollution to the community and/or tribal leadership.

- efforts the tribe has made to participate in both national and regional air quality initiatives on an ongoing basis.
- demonstrated or proposed collaboration, information sharing, or providing technical assistance to other tribes.

**D. Other Tribal Air Program Activities**

**(5 points)**

- this criteria evaluates efforts not captured in the other criteria, such as basic air quality assessments, emissions inventory development, air quality based health studies, and indoor air activities.

**E. Environmental Results**

**(5 points)**

- applicant's plan for tracking and measuring progress toward achieving expected outputs and outcomes identified in **Section I** of this announcement.

**Review And Selection Process:**

Staff within the Region 9 Grants And Program Integration Office/Air Division with knowledge of air program elements will review proposals submitted under this announcement. Upon completion of their review, the panel will provide recommendations to senior management on whether an applicant's proposal should be considered for approval or denial of available funding. The approval official will make the final funding decisions based on the review panel recommendations and may also consider geographical diversity and program balance in making final funding decisions.

**VI. Award Administration**

**Funding Decision Notification Letters:** Applicants whose proposals are selected will be notified in writing and asked to submit a formal application kit for funding. Notification letters will include: the amount of funding being offered to the tribe, if any, the date by which the application must be received by EPA, the EPA Project Officer's comments on the proposed work plan and budget, and an application packet. Notification letters will also be sent to those applicants who were not selected for funding.

Tribes with proposals that are selected for grant funding will be notified and requested to submit a full application, which must be postmarked no later than March 21, 2006 (this date is subject to change). A listing and description of general EPA regulations applicable to the award of assistance agreements may be viewed at: <http://www.epa.gov/ogd/grants/regulations.htm>. Receipt of an application kit is not a guarantee of funding.

Quarterly project status reports and annual Financial Status Reports will be required. Quarterly reports should explain the status of each work plan task and deliverable, describe project activities and provide the EPA Project Officer with information about project development. EPA expects grantees to report environmental results, when they are achieved, as part of quarterly reporting. The Financial Status Report (FSR) must accurately account for all federal funds expended and identify appropriate use of federal funds. A final FSR will be required at the expiration or termination of the grant.

**Disputes:** Assistance agreement competition-related disputes will be resolved in accordance with the dispute resolution procedures published in 70 FR (Federal Register) 3629, 3630 (January 26, 2005) which can be found at:

<http://a257.g.akamaitech.net/7/257/2422/01jan20051800/edocket.access.gpo.gov/2005/05-1371.htm>

Copies of these procedures may also be requested by contacting the Agency Contact below.

**EPA Role and Evaluation of Performance:** EPA's roles and responsibilities in carrying out work plan commitments can include work plan negotiations, joint tribal and Project Officer End of Year Reports, and site visits to grantees. These actions contribute to EPA's evaluation of grantee performance towards meeting work plan commitments.

## **VII. Agency Contacts**

Thank you for your interest in the Region 9 Tribal Air Program. Tribes requesting information or who have questions regarding this announcement can contact one of the following Region 9 Air Project Officers:

**Grants.gov Questions:** First go to <http://www.grants.gov/CustomerSupport>. If Grants.gov's customer support cannot answer your question, contact Roy Ford at [ford.roy@epa.gov](mailto:ford.roy@epa.gov)

### **Arizona:**

Doug McDaniel, (415) 947-4106 or email [mcdaniel.doug@epa.gov](mailto:mcdaniel.doug@epa.gov)

### **California:**

Gary Lance, (415) 972-3992, or email [lance.gary@epa.gov](mailto:lance.gary@epa.gov)

### **California:**

Sara Bartholomew, (415) 947-4100, or email [Bartholomew.sara@epa.gov](mailto:Bartholomew.sara@epa.gov)

**California:**

Lisa Tharp, (415) 947-4142, or email [tharp.lisa@epa.gov](mailto:tharp.lisa@epa.gov)

**Nevada:**

Roy Ford, (415) 972-3997, or email [ford.roy@epa.gov](mailto:ford.roy@epa.gov)